FRG Funding Sources and Uses

Category / Expense	Appropriated Funds (APF) (also known as OMA)	Non-Appropriated Funds (NAF)*	Informal Funds (Funds raised by FRG members)	Notes / Policy Source
	Funding Source			
Office supplies	X			
Scanner, other computer supplies	X			
Art supplies (markers, pens, glue, etc. for kid's projects, welcome home banners, bulletin boards, etc.)	X			
Copies	X			
Mailing costs	X			AE 608-2 Chapter 13 For official mail only; see Army Commander's Guide to FRG Operations (now in Draft form) for guidance on "unofficial information." See also 608-2 Chapter 13.
Digital camera	X			
Easel board and paper, markers for taking notes or brainstorming at FRG meetings	X			
Basic meeting supplies such as name tags, pens, clipboards for sign-in sheets, etc.	X			
White board or bulletin board for the unit's FRG news	X			
Cards for writing thank you notes, paper stock for certificates, other official correspondence	X			
FRG or FRSA office set up: phone, computer, printer etc	X			
Photo finishing costs (for pictures taken at official FRG events)	X			
Training and travel costs of the unit Family Readiness Support Assistant (FRSA)	X			
Use of government non-tactical vehicles by statutory volunteers on official FRG business	X			Subject to approval of commander and to local command policy and SOPs governing the use, see AR 608-1, AE 608-2 (Ch. 13) and DoDI 4525.8M: Use of Official Mail
Costs of binders, page protectors, dividers, etc. to prepare information books or reference guides for FRG members containing official information or welcome packet	X			
Thank you gift / memento for guest speakers			X	
Unit pins to be warn by FRG members			X	

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Training and travel costs for statutory volunteers	X			AE 608-2 Chapter 13
Telephone costs (reimbursement or purchase of phone card) for FRG leader, Key Callers, etc. for costs incurred while conducting official FRG business	X			Must be approved by the unit commander; See AR 608-1 and AE 608-2; use form SF 1164 to submit a claim for the costs
Childcare costs incurred by statutory volunteers conducting official FRG business	X			Must be approved by the unit commander; See AR 608-1 and AE 608-2; use form SF 1164 to submit a claim for the costs
Mileage costs incurred by statutory volunteers conducting official FRG business	X			Must be approved by the unit commander; See AR 608-1 and AE 608-2; use form SF 1164 to submit a claim for the costs
Official awards for volunteers (Certificates, medal) presented by Commander	X			
Non-official Awards for FRG volunteers (gifts, mementos)			X	
Farewell plaque or other gift / memento for a volunteer or member			X	
Transportation costs for "Offsite" team-building event	X			Must be approved by commander, related to FRG mission
Transportation costs for a social activity of the FRG (such as shopping trips, tourist outings, etc.)			X	
Welcome home banners for homecoming events		X		
Gifts such as cards and flowers for new parents, death in the family, get well, etc			X	
Thank you gifts for FRG volunteers			X	
Prizes (i.e., first one to RSVP for the meeting wins a prize, prizes for activities at meetings, etc.)			X	
Rental of canopy or pavilion, Picnic Tables, BBQ Grill, etc. for outdoor events			X	
Welcome or Housewarming Gifts for new Families and unit member (Soldiers, Civilians)			X	

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Food for FRG meetings			X	As an alternative to using informal funds, attendees may bring food (potluck style) or chip in to pay costs
Food Costs for "Offsite" team building event			X	Food costs are almost always informal funds only, never APF
Trip, care package, or other activity for Soldiers in the unit			X	If the FRG chooses to use their money to show support for the Soldiers in the unit, they must use their informal funds and include everyone (for example, not just Single Soldiers); units typically have NAF funds that may also support this
Food, Beverages		X*	X	*NAF funds are subject to availability
Party Supplies and Decorations, Bands or other Entertainment, Clowns, etc.		X*	X	*NAF funds are subject to availability
SUPPORT TO DEPLOYED				
Video Camera for making videos (to send downrange)	X	X*	X	*NAF funds are subject to availability
Rental Hall for official welcome and reunion activities	X			
TV and DVD player for Yellow Ribbon Room	X			
Webcams and Commercial Internet Access for Yellow Ribbon Rooms	X			
Supplies for welcome home events				N/A: Welcome home events are covered by unit funds or garrison monies, they are not FRG functions but unit functions
Childcare costs (during FRG meetings) during deployment	X			IAW 10 U.S.C 1791 and 1788(b) and DoDD 1342.17 Family Policy and DoDI 1342.22, Based upon availability of funds, unit commanders may authorize appropriated funds for (1) Child care for command sponsored training or (2) Needed family support including child care, education, and other youth services for Armed Forces members assigned to duty or ordered to active duty in conjunction with a contingency operation.

Notes:

1. This table is a guide for FRGs in creating their budgets. All budgets and Appropriated Funds purchases must be approved by the Commander. Be sure to contact your legal or ethics advisor, as applicable, before making purchases.

2. Commanders may authorize FRGs to maintain informal funds IAW AR 600-20.

3. FRG Informal funds are private monies that belong to the FRG members. They may be used to fund social activities and refreshments.

4. FRG informal funds may not be used for expenses authorized to be purchased with APFs.

5. Use of Informal funds may be used for items listed above only if the membership agrees to the proposed use and the use is consistent with the fund SOP.